

## Request for Qualifications Bidders Conference

**Q. *Are currently funded prevention and intervention after-school, out-of-school time programs eligible to apply?***

A. Currently funded prevention and intervention programs are not eligible to apply. These Citywide programs and services are intended to be enhancements to our after-school, out-of-school time programs.

**Q. *Can for-profit organizations apply?***

A. Yes, for-profit organizations are allowed to apply under the Request for Qualifications process?

**Q. *What if an agency is receiving funding for services by another City of Little Rock entity; are they eligible to apply?***

A. Yes, these organizations are eligible to apply.

**Q. *Are there compliance standards? Will forms be provided?***

A. Yes, compliance standards will be provided during contractor negotiation. All forms and policies; e.g., such as the City of Little Rock finance policies will be provided following contract negotiations.

**Q. *Are we required to provide eight copies?***

A. Yes, you are required to provide the original and seven copies for use by reviewers and contracting.

**Q. *How can we explain past experience?***

A. Applicants are to describe past activities and experience in delivering requested services; certifications, and reference letters from entities where services were delivered.

**Q. *How do new budget funds apply to new organizations?***

A. Funding is designed to expand current programming opportunities for Little Rock Youth and provide information for the community.

**Q. *Can we provide services for participants outside of the funded organizations?***

A. No, there will be other funding allocated for those services.

**Q. *What is the range of funding?***

A. This process will only address the qualifications, not funding; funding will be negotiated after the selection of sites. Applicants should not include any information regarding costs in your applications. Inclusion of cost information in your application is grounds for *immediate disqualification*.

**Q. *Are there age parameters?***

A. Funding is specified for after-school, out-of-school time programs serving Little Rock youth ages 6-17.

**Q. *How do we find out which programs are currently funded?***

A. Contract negotiations will determine the sites for partnerships. Currently funded programs can be found on the City of Little Rock website.

**Q. *Are there formatting requirements?***

A. No. Formatting specifications, font, etcetera are not specified.

**Q. Are references required?**

A. Letters to verify services provided (see RFQ) are recommended.

**Q. What are the time frames of services?**

A. Programs should address year-round after-school/out-of-school time services.

**Q. Where can you find performance standards?**

A. Performance standards will be defined during contract negotiation.

**Q. How do we determine which funding application to apply?**

A. Organizations must determine which area of expertise is the best fit. We are requesting organizations with specific expertise in each area.

**Q. When does programming begin?**

A. After the City of Little Rock's board approval January 2013

**Q. What is the timeframe for contracting?**

A. One year

**Q. Can an organization apply for more than one category?**

A. Yes, based on an organization's capacity.

**Q. Can an organization submit more than one application?**

A. Yes, based on an organization's capacity.

**Q. How is funding received?**

A. Start-up funding can be provided; however, these contracts will be executed on a cost-reimbursement basis.

**Q. Is there a scoring rubric?**

A. Yes

**Q. Is there a baseline for an organization's application?**

A. Yes, education and experience are key?

**Q. Should additional materials be provided?**

A. We will accept the additional materials; however, it is not required.

**Q. Can you provide the difference between Request for Proposals and Request for Qualifications?**

A. RFQ (Request for Qualifications) is the method used to invite applicants/applicant agencies with expertise in program areas to submit qualifications in delivering requested services. RFP (Request for Proposals) is a method used to invite applicants/applicant agencies to submit a proposal in response (or bid) in response to specifications outlined in the RFP.